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ISSUANCE DATE: November 20, 2001
CLOSING DATE: January 22, 2002
CLOSING TIME: 2:00 PM EST

SUBJECT: REQUEST FOR PROPOSALS M/OP-01-1363
Accelerated Microenterprise Advancement Project (AMAP)

The United States Agency for International Development (USAID) is seeking proposals from qualified offerors for Indefinite Quantity, Indefinite Delivery (IQC), Time and Materials type contracts. The period of performance for the contracts is date of award (date of signature of contracting officer) through 4 years afterward; the period of performance for option period one is 4 years from basic contract award through 1 year afterward.

There are four (4) separate competitions, under this RFP, which it is anticipated will result in multiple awards for each of the following:

1. Full and Open Competition for the Micro Finance Area of Substantive Involvement (see Section C). It is anticipated that up to 3 contract awards will be made for this Area.
2. Full and Open Competition for the Business Development Services Area of Substantive Involvement (see Section C). It is anticipated that up to 3 contract awards will be made for this Area.
3. Full and Open Competition for the Enabling Environment Area of Substantive Involvement (see Section C). It is anticipated that up to 3 contract awards will be made for this Area.
4. Small Business Set-Aside competition among small, disadvantaged, women-owned, veteran-owned and HUB Zone small businesses for the AMAP Support Services Function (see Section C). It is anticipated that up to 2 contract awards will be made for this area.

The Government requires that offerors submit separate Proposals for any or all of the above four (4) listed items for which offerors choose to submit Proposals (Number 4 – the AMAP Support Services Function is limited to competition among small businesses). Offerors will clearly mark on the cover sheet of each Technical and Business Proposal for which of the above four (4) listed items it applies.

Offerors are required to submit both technical and past performance information in one volume and cost/price information in another volume, for each proposal they submit. No cost/price information shall be included in the technical volume.

Proposals must be received no later than 2:00 PM Eastern Standard Time on the aforementioned closing date at the address given below. Proposals must be submitted in envelopes with the name and address of the offeror; Area designated (Micro Finance, Business Development Services, Enabling Environment, or AMAP Support Services); and RFP Number: M/OP-01-1363 inscribed thereon, to:

(By U. S. Mail)

U. S. Agency for International Development
ATTN: Dean Pike
M/OP, Room 7.09-123
1300 Pennsylvania Avenue, N. W.

Washington, D. C. 20523-7100

(By Hand)

U. S. Agency for International Development
M/OP, Room 7.09-123
1300 Pennsylvania, Avenue, N. W.
Washington, D. C. 20523-7100
USAID Visitor's Desk
Entrance at the 14th Street Lobby Only
Contract: Dean Pike at 202/712-5675

{NOTE: The "By Hand" address is for courier services such as Fedex, UPS, DHL. etc. Couriers must stop by the Visitor's desk located in the Ronald Regan Building (RRB) lobby on the 14th street entrance and contact Dean Pike, Contract Specialist, at 202/712-5675. If Mr. Pike is not available, please contact Michael Gushue, Contracting Officer, at 202/712-5831}.

Issuance of this RFP does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of any proposal. Furthermore, the Government reserves the right to reject any or all offers received. In addition, final award of any resultant contract cannot be made until funds have been fully appropriated, allocated, and committed through internal USAID procedures. While it is anticipated that these procedures will be successfully completed, potential offerors are hereby notified of these requirements and conditions for award. Proposals are submitted at the risk of the offeror; should circumstances prevent the award of a contract, all preparation and submissions costs are at the offeror's expense.

The preferred method of distribution of USAID procurement information is via the Internet (Office of Procurement home page or delivery via USAID e-mail) or secondly by written request of a solicitation for delivery through the U. S. Postal Service on a 3.5" disk in Word 97 format. This RFP and possible future amendments can be downloaded from the USAID's Internet web site at the following address: http://www.usaid.gov/procurement_bus_opp/procurement/ ; then, follow the following steps:

- Next screen, select "Download USAID Solicitations (**RFP**, RFA, IFB)"
- Next screen, select "**Request for Proposals**". Then Select: **RFP M/OP-01-1363 - AMAP**
(available in MS Word, PDF, and Zipped EXE formats)

Receipt of this RFP via the Internet (Office of Procurement home page or sent via USAID e-mail), or sent via U. S. Post Service on 3.5" computer disk, must confirmed with the Contract Specialist, Dean Pike, at the following e-mail address: dpik@usaid.gov

It is the responsibility of the recipient of this RFP to ensure that it has been received from the Internet in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion processes; preceding also applies to RFP's provided on computer disk. RFP's provided on the internet and on computer disk sometimes will have a pagination problem; in the event of such a problem the user generally can reset the correct pagination by following these steps:

File
Print Preview
Escape (return to document)

If you experience any problems downloading the RFP off the internet, please contact the Internet Coordinator at 202/712-4442.

The RFP and any possible amendments can also be requested on 3.5" inch computer disk for offerors without access to the Internet by contacting the Contract Specialist at the mailing address provided above.

The following firms were contractors for the program areas listed below, and described in Section C - Statement of Work:

Microfinance Best Practices (MBP)

Development Alternatives, Inc.
7250 Woodmont Avenue, Suite 200
Bethesda, Maryland 20814

Microserve

Chemonics International
1133 29th Street, N. W.
Washington, D. C. 20036

Weidemann Associates, Inc.
2607 N. 24th Street
Arlington, Virginia 22203

Assessing the Impact of Microenterprise Services (AIMS)

MSI
600 Water Street, S. W.
Washington, D. C. 20024

A list of organizations requesting this RFP is contained in RFP Attachment 5.

Upon receipt of this solicitation, offerors should carefully review the entire document. Any questions concerning this RFP must be submitted in writing to Dean Pike, Contract Specialist, at the e-mail or mailing addresses provided above. Written questions must be submitted no later than 20 days following the issuance of the RFP. USAID will not acknowledge RFP questions submitted orally, rather USAID will answer offerors' written questions in an amendment.

For clarification of this RFP, please contact Dean Pike, Contract Specialist at 202/712-5675 or Michael Gushue, Contracting Officer, at 202/712-5831. Offerors should retain one copy of all enclosures which accompany their Proposals for their records.

Sincerely,

Michael B. Gushue
Contracting Officer
M/OP
Office of Procurement